



CHICAGO VIRTUAL CHARTER SCHOOLSM

BOARD OF DIRECTORS MEETING **AGENDA AMENDED**

Thursday August 13, 2009 7:00 pm
Merit School of Music
38 S. Peoria, Chicago, IL 60607

Meeting was called to order at 7:25pm by President Martin.

Board members present: McCann, Fredrick, Tyler, Bargon and Attorney Walls.

Public Comment: none

Approval of minutes of July meeting: Motion by McCann, seconded by Bargon, motion carried unanimously.

Board accepted the resignation of Board members Andrew Woltman and Tina Hawkins. Both members sited changing schedules and lack of time to give to CVCS Board business.

No representative from K12 present at meeting.

Board request an Update on Strategic Plan with Strategic goals for the for School year 2009-2020

Head of School Report

President Reported on Current Enrollment: Total:542; Openings 28 Kindergarden; 10 1st graders; 6 4th graders.

Board members asked about the attrition rate for the school this year. Fredrick's emphasized that this is an important number and one the Board should track because attrition is an indicator of performance.

Treasurer's Report

A Financial System Policy and Procedure Manual has been drafted to meet the new CPS requirement for such a manual. The draft manual as presented needs additional organizational structure and detail. Motion to accept draft manual for 30 day review made by Bargon, seconded by McCann. Motion passed unanimously.

With the meeting one week earlier than usual, financial report not available.

Board Business

Lease with Merit is about to be finalized. Attorney Wall has reviewed it. Motion to give President Martin authority to sign the lease on behave of CVCS made by McCann, seconded by Bargon. Motion carried unanimously.

School Calendar : HOS requests that the Calendar adopted in June by the Board be amended. Details as to why the calendar needs to be amended as indicated by HOS needs explanation.

Pam Tabor asked again that the Professional Development Days be kept in the calendar, using Monday as the Professional Development day.

4 of 5 Board members agreed to consider keeping 2-3 of the CPS Professional Days in the CVCS calendar as long as they can be included and CVCS still can meet its Charter requirement of 180 days.

Organizational Chart provided by K12:

Board requests additional detail including number of Teachers per grade group and identification of which employees are K12 and which are CVC.

Parent Advisory Committee (PAC) Update:

Pam Tabor arrived to provide an overview of how PAC has organized and has responded to requests by Dr. Law. PAC filed a written report to the Board. It was noted that the PAC would create an avenue for all Parents to respond to the Draft of Learning Coach Handbook as requested by Dr. Law.

Tabor stated that the PAC is the forum through which parents can channel information and concerns to the Board. PAC's goal is to identify substantive issues regarding CVCS and management and bring these to the Board.

Facility Planning Committee Update:

Board member Fredrick will replace Woltman on the Facility Committee. President Martin requested that the Board consider a contract with IFF Real Estate Services to look at options for a permanent facility. Funding for the study would come from the DOE start up grant to CVCS.

After discussion Bargon motioned, seconded by Tyler, to contract for a Phase I study with IFF Real Estate Services, LLC, to evaluate CVCS finances and determine long term payment options for financing a school space, and quantity facility needs of CVCS. Contract to cost in the range of \$6250. Motion passed on Voice vote: Fredrick, aye; McCann, aye; Tyler. Aye; Bargon, aye; Martin, aye.

Board Member Expense allowance

Board member Tyler asked about Board supporting Board members attending workshops that would increase Board backgrounds. A DePaul course on dispute resolution was specifically discussed. After some discussion Board agreed that some workshops may be more appropriate for CVCS Board support.

Attorney Update: 501 C 3: No news on status.

Board Workshop(s): Board members agreed that having workshops prior to regular Board meetings will be advantageous and make Board meeting move along more smoothly.

Attorney will prepare a summary of important information that the Board needs to have an in depth understanding of as the school moves forward.

These will be reviewed at a Board workshop in October.

President's Remarks and Update: no report

Future agenda items;

Annual meeting to be held before Regular meeting next month.

Annual Budget

New Board members

Public Comment: Pam Tabor spoke on the value of Pam Cray as the Learning Center coach and mentor, and about the strength that the Coaches program lends to the success of CVCS students.

Executive Session: none

Board Information Requests of HOS:

Overview of Strategic Plan for 09-10

Overview of HS program and credit recovery program

Organizational Chart with names and designation CVCS or K12 employee

HOS Statement of Goals and Objectives for Performance Review

Teacher Salary Scale for 09-10

Teacher Chart with grade levels, certification, years of experience, years at CVCS Salary

Meeting Adjourned at 9:20 on motion by McCann, second by Tyler. Fredrick, aye; McCann, aye; Tyler. Aye; Bargon, aye; Martin, aye. Vote unanimous.

Respectfully submitted by

Mary McCann, Acting Secretary

Date



BOARD OF DIRECTORS WORKSHOP AND MEETING

Thursday August 13, 2009 7:00 pm

Merit School of Music

38 S. Peoria, Chicago, IL 60607

ITEMS for FOLLOW UP From workshop and meeting discussions

HOS DIRECTION:

1. CALENDAR AMENDMENT: NO ACTION WAS TAKEN

Policy Requests must have details as to why the request is being made.

(Attached outline would be informative for the Board)

2. Provide overview of Strategic Plan implementation

3. Provide overview of HS program and credit recovery program

3. HOS Statement of Goals and Objectives for Performance Reviews

HOS is asked to provide to the Board, by the next Board meeting, a statement of goals and objectives that he expects to accomplish by November, April, and by School year end.

4. Organizational Chart

- Identify all employees as CVCS or K12 employees

For Executive Session:

- Provide salary scale for 2009-2010
- Teacher Chart with grade levels, certification, years of experience, years at CVCS, Salary,
(Include a staff with educational contact with students; ie special ed, at risk)